

INFORMATION BULLETIN

WORKFORCE INVESTMENT ACT

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: LWIA ADMINISTRATORS' QUARTERLY MEETING MINUTES—
APRIL 10, 2001

The minutes and revised agenda from the Local Workforce Investment Area (LWIA) Administrators' meeting held at the San Diego Marriott Hotel & Marina in San Diego on Tuesday, April 10, 2001, are attached for your review and information. Please ensure that the minutes are provided to the appropriate staff.

If you have any questions regarding the minutes, please contact Jim Scholl, at (916) 657-4610.

/S/ BILL BURKE
Chief

Attachments

LOCAL WORKFORCE INVESTMENT AREA ADMINISTRATORS'
QUARTERLY MEETING

San Diego Marriott Hotel & Marina
333 West Harbor Drive
San Diego, CA 92101-7700
Tuesday, April 10, 2001

Agenda

1:00 p.m.	Welcome/Introduction	Samuel Rodriguez, Chief Deputy Director, Employment Development Department (EDD)
1:10 p.m.	Perspective on Employment and Training	Samuel Rodriguez, Chief Deputy Director, EDD Andrew Baron, Executive Director, California Workforce Investment Board Greg Garcia, Legislative Staff, Governor's Office, Washington D.C.
2:00 p.m.	Break	All
2:15 p.m.	Communications/Outreach Strategies	Samuel Rodriguez, Chief Deputy Director, EDD Andrew Baron, Executive Director, California Workforce Investment Board Greg Garcia, Legislative Staff, Governor's Office, Washington D.C. Armando Quiroz, Administrator, Department of Labor, Region VI
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3:00 p.m.	Panel Discussion	State Staff
4:30 p.m.	Recommendations/Action Plan	Nancy Jamison, Facilitator, EDD
5:00 p.m.	Adjourn	

LOCAL WORKFORCE INVESTMENT AREA ADMINISTRATORS QUARTERLY MEETING MINUTES

Tuesday, April 10, 2001

Welcome/Introduction—Sam Rodriguez, Chief Deputy Director, Employment Development Department (EDD).

Mr. Rodriguez made the following points:

- The EDD and the California Workforce Association (CWA) are creating a Memorandum of Understanding (MOU) so that we can better partner together.
- The EDD will build a fully integrated system with Department of Labor (DOL) to solve mutual problems. The top priority will be information exchange regarding new Workforce Investment Act (WIA) policy that has an impact on State/local operations. In order to maintain the necessary funding levels under WIA, the federal/State/LWIAs will need to partner.

Perspective on Employment and Training—Sam Rodriguez, Chief Deputy Director, EDD, Andrew Baron, Executive Director, California Workforce Investment Board (State Board); Armando Quiroz, Region VI Administrator, U.S. Department of Labor; Greg Garcia, Legislative Staff, Governor's Office.

- The number one priority of Sam Rodriguez, EDD Chief Deputy Director, is to increase dollars for Workforce Development in California. In order to be successful, this needs to be done as a true local/State/federal partnership. Additionally, Mr. Rodriguez will be accountable for EDD providing excellent customer assistance to help the Local Workforce Investment Areas serve their clients.
- Andrew Baron, State Board Executive Director, indicated that the State Board is interested in meeting and learning from the Local Workforce Investment Areas (LWIA) and CWA. They are especially interested in developing and sharing best practices. He also informed meeting attendees that he had reorganized his staff to be more aligned toward policy development. Mr. Baron plans to revamp the State Web site so there is an opportunity for LWIAs to share best practices. He also indicated that the Board is establishing a State level Youth Council.
- Armando Quiroz, DOL's Region VI Administrator, went over the federal budget and indicated that nationwide WIA funding would be reduced five percent in Program Year (PY) 2002. The administration acknowledges that WIA started from lessons learned under the Job Training Partnership Act. The WIA also has shifted more decision-making and service delivery to a local level. While the administration and congress have provided the necessary budget for WIA in PY 2001 and PY 2002, the system needs to establish a good return on this investment or face major funding reductions starting in PY 2003.

Armando Quiroz recommends that the LWIA community discuss the appropriate level of funding. The next fiscal year is substantially funded and the system as a whole will probably enter that year with significant carryover funding from the previous year. It is important to focus on the program service design and enhanced expenditures for the system to perform at peak effectiveness. Mr. Quiroz alerted meeting attendees on a readiness implementation exercise evaluating federal/State/local area WIA implementation. Documentation obtained from this exercise will be used as a barometer of the readiness of the WIA program to meet customer needs. Based on the results of the exercise, everyone will need to participate in developing corrective action and to provide input to overcome barriers to the system performing at its peak. There needs to be a continuing federal/State/local dialogue on issues like strategic planning, the local boards' role, building partnerships, the definition of enrollment and determination of when a person is registered, individual training accounts, and eligibility definition in dislocated worker program.

- Virginia Hamilton, Executive Director, CWA, spoke briefly to express her clear interest in working with EDD, State Board Staff, and DOL.
- Greg Garcia, Legislative Staff to the Governor's Office, said that the Governor's Office in Washington D.C. is a liaison office with the state agencies and the 54 member California Congressional delegation. Greg's focus is on social services and employment and training areas. The purpose of advancing the priorities of the State and the Governor's agenda is accomplished by building relationships with the congressional members.

Communications/Outreach Strategies—Sam Rodriguez, Andrew Baron, Armando Quiroz, and Greg Garcia

- Sam Rodriguez committed that EDD would pay for a brochure that would reflect Statewide successes under WIA. The success stories can be either participant or employer based. The brochure's audience will be public officials. The EDD's Marketing and Constituent Affairs Division will have the lead on this project and will contact the LWIAs for their input. The brochures should be published in about 30-45 days. This brochure could be used at an upcoming congressional breakfast to put forth a positive view of California's workforce development activities.
- Concerning input on the allocation process or other key issues, the LWIAs have a pathway of communication to Sam Rodriguez and Andrew Baron. If there are some issues or items that the LWIAs want to articulate, they are strongly encouraged to communicate either individually or collectively through CWA to Sam and Andrew. While EDD and the State Board are key players on WIA, the Health and Human Services Agency plays a critical role, as does the Governor's Office. Ultimately, the Governor makes the final decision.
- Sam handed out a paper he had written on how a WIA funded training project could assist the Governor during the energy crisis. He asked for input.

Local Workforce Investment Area Volunteers for Outreach Opportunities

1. *Local Success to Share with Congressional Staff*

Larry Fitch – San Diego
Patricia Nunn – Santa Anna
Ray Worden – Long Beach
Kathy Zwart – Santa Cruz

2. *National Association of State Workforce Agencies (NASWA)*

Ronald Wetter – Contra Costa
Terry Plett – Stanislaus
Farrell Starr – Humboldt

3. *Communications*

Darlene Schell – CWIB

4. *U.S. Conference of Mayors*

Susan Cleere-Flores – Los Angeles City
Ray Worden – Long Beach
Larry Fitch – San Diego

5. *National Association of Counties*

Ken Kessler – LA County
Joseph Werner – Monterey County
Andrew Munoz – Orange County

PANEL DISCUSSIONS AND RECOMMENDATIONS/ACTION PLAN—STATE STAFF

The panel consisted of:

Gary Leete, Department of Rehabilitation (DOR)
Bill Burke, Workforce Investment Division (WID)
Bob Hermsmeier, WID
Michael Evashenk, WID
Liz Clingman, WID
Steve Saxton, WID
Suzanne Nobles, Department of Social Services

- Gary Leete, indicated the DOR is currently co-located in 120 One-stop offices. The DOR has completed the MOU on 48 of these One-stops and is in the process of finalizing the remaining 72 MOUs.

PANEL DISCUSSION ON KEY AREAS IDENTIFIED FROM THE SURVEY RESPONSE

Following is a brief summary of the issues and questions raised:

1. Service Delivery In One-Stop Issues

- Partners need to contribute their fair share of the One-stop costs. Most partners have no dollars in their budget for one-stop costs. Most partners can only give in-kind contributions, not cash. Suggest that State partner agencies budget annually to fund the One-stops.
- Based on misunderstanding of the WIA, some partners feel that WIA should take care of all of the costs of the One-stops. There is a need to expand the concept of universal access so we can assure our efforts can benefit all of the community.
- All One-Stop Partners are looking for return on investment in order to justify participating in the funding of the One-stops.
- Integration or seamless service delivery is not happening. Separate partner brands and/or identification in the one-stop are causing problems.
- The service delivery must meet employer skills needs.
- The service delivery must meet workforce needs. Employers need certificate programs that produce 20 plus to be efficient. The WIA permits industry-driven massive training.

2. State Systems-Information Technology

- The Eligible Training Provider List (ETPL) approach is a problem. Need to upgrade statewide ETPL through consensus.
- In order to solve the ETPL problems there is a local/state partner workgroup. It is important that the California Workforce Association is represented on this workgroup.
- During the Government Accounting Office's review of San Francisco, the GAO questioned using I-Train site for the ETPL because it is not a State Web site.
- A problem is that Job Training Automation (JTA) is linked only to WIA reporting needs. It needs to be linked to the other partner's programs. The JTA is only a WIA One-Stop system not a universal reporting system.
- There is a need to open up JTA. Specifically, partners need source code, logic and documentation.

- Caregiver Training Initiative showed that it is a problem communicating via JTA between entities.
- Unemployment Insurance Wage Base confidentiality issue is a big problem for the LWIAs. They need direct access to monitor their performance. GAO was surprised that California could not allow LWIAs direct access to UI Data Base. Other states seem to allow their LWIAs direct access.
- The State needs to create an ETPL updating procedures for new or replaced providers.
- There is a problem in using JTA as a basis for One Stop reporting system. What is needed is a people tracking system, not a WIA system.
- It is a nationwide problem that Community Colleges do not want to participate in the ETPL because of the data reporting requirements.
- Subsequent Eligibility documentation is not happening at local level.

3. State Systems-Performance

- Performance: One administrator requested that the State share the performance information that showed all had exceeded goals. The State committed to release the latest performance information in late April 2001.

4. State Systems-Management Information System (MIS)

- The One-Stop Information Technology Report that had input from 25 organizations should be revisited for systems integration issues and solutions.
- Because many organizations do not have access to JTA, the new MIS should be on the Internet.
- Los Angeles City has tracking/registration and case management system. This system has linkage to I-Train.
- There are a number of local systems that could be replicated for statewide use.
- The MIS needs to track people coming in the one stop's door.
- NOVA has developed a MIS that is a common approach across all of the one-stop partners.

5. State Leadership

- The LWIAs were reminded that, as part of the federal regulations, an 80 percent obligation rate at the State level is required by June 30, 2001. The Governor can waive this requirement for the LWIAs. Due to the lack in providing direction on this requirement, some LWIAs may not be able to comply. The Governor may make a policy, which would relieve the LWIAs of the

80 percent obligation requirement. Bill Burke will work with the State Board staff in getting this policy out.

- The State has given no priorities to the LWIA community on ranking the importance of the 17 performance standards. This prioritization could help the LWIAs in developing a local WIA program design. How will the State measure if the WIA program is successful?
- The State has given no priorities to the LWIA community for expenditures of the Governor's 15 percent discretionary funds. Could projects that help in solving a part of the energy crisis be a priority with the State and the Governor? Many senior and low income housing constituents will have no idea how to handle their energy bills.
- The Local Workforce Investment Boards should be a resource to the California Workforce Investment Board to keep private sector partners active on workforce development service delivery and issues.

6. Resource/Funding/Capacity Building

- The faster the State is able to give the LWIAs their allocation, the easier it is for the locals. It is very difficult for the locals to complete the contract process in a very short time.
- There needs to be a decision on whether the allocation will include the hold harmless provision for Adult and Youth Funding.
- There was no notification to the LWIA of the amount of their current year Capacity Building/Rapid Response Funding. The \$25,000 will be unilaterally modified into the LWIA's subgrants for the Capacity Building Funds. The State will also create an immediate notification process, probably by e-mail, to confirm for the LWIAs the amount of these funds. Additionally, the LWIAs can use JTA to see the increase of these funds into their subgrants.
- How do we make commitments to expedite funding/allocations?
- How and to whom do the LWIAs provide input to the State regarding the formula allocation process, including whether to utilize hold harmless? Input to Sam Rodriguez or Andrew Baron is welcome.

7. Outreach & Marketing

- A State/local workgroup will develop a brochure to showcase local success stories.
- The One-Stops can provide voter registration.